

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, AUGUST 14, 2003
8:30 A.M.**

Commissioners Present: Bernie Heier, Chair
Ray Stevens, Vice Chair
Larry Hudkins
Bob Workman
Deb Schorr

Others Present: Kerry Eagan, Chief Administrative Officer
Gwen Thorpe, Deputy Chief Administrative Officer
Bruce Medcalf, County Clerk
Ann Taylor, County Clerk's Office

The Chair opened the meeting at 8:40 a.m.

AGENDA ITEM

1 APPROVAL OF STAFF MEETING MINUTES OF THURSDAY, AUGUST 7, 2003

Item held.

2 ADDITIONS TO THE AGENDA

- A. Peoples' Health Center
- B. Archer Daniels Midland (ADM) Project Status Report and Job Creation/Retention Report (Exhibit A)
- C. Rural Addressing Project
- D. LB 710 (Revise the Nebraska Mental Health Commitment Act) and LB 724 (Adopt the Nebraska Behavioral Health Reform Act and change release provisions for committed persons) (Exhibit B)
- E. Transit Summit (Exhibit C)
- F. Meeting with Bryan/LGH Hospital

MOTION: Hudkins moved and Workman seconded approval of the additions to the agenda. Stevens, Heier, Workman, Schorr and Hudkins voted aye. Motion carried.

3 MICROCOMPUTER FUND - Doug Thomas, Information Services Director

Doug Thomas, Information Services Director, reviewed P.C. Requests for Fiscal Year 2004 (Exhibits D & E).

Board consensus was to hold the requests and to ask departments to specify which computers are proposed to be replaced and applications that are unable to run on existing equipment.

Kerry Eagan, Chief Administrative Officer, suggested that the Board update its Microcomputer Purchase Policy.

4 UNCLASSIFIED EMPLOYEE SALARIES - Georgia Glass, Personnel Director; John Cripe, Classification and Pay Manager; Diane Carlson, Deputy County Attorney

Georgia Glass, Personnel Director, presented Directors Salary Information 2003-2004 (Exhibit F). She noted an inequity in terms of the salary for Gwen Thorpe, Deputy Chief Administrative Officer (other deputy directors' salaries are based on a higher percentage of their respective directors' salaries). It was also noted that Sheryl Schrepf, Office of Juvenile Mental Health Director, received an increase out of sequence last year and that Kim Etherton, Alternatives to Incarceration Director, was recently appointed to her position.

Hudkins requested a salary survey for the Corrections Director position.

MOTION: Workman moved and Schorr seconded to: 1) Set the salary for Mike Thurber, Corrections Director, at \$90,000, contingent upon a salary survey; 2) Retain the current salaries for Sheryl Schrepf, Office of Juvenile Mental Health Director, and Kim Etherton, Alternatives to Incarceration Director; and 3) Increase the salaries of the other directors by three percent.

AMENDMENT: Stevens moved and Heier seconded to amend the motion to increase the salary for Kit Boesch, Human Services Administrator, by four percent.

The maker of the motion did not accept the amendment.

ROLL CALL ON THE AMENDMENT: Stevens and Heier voted aye. Workman, Schorr and Hudkins voted no. Motion failed.

AMENDMENT: Stevens moved and Heier seconded to increase the salary for the Chief Administrative Officer by five percent, rather than three percent.

The maker of the motion withdrew his motion.

AMENDMENT: Stevens moved and Heier seconded to increase the salary for the Deputy Chief Administrative Officer by five percent, rather than three percent.

ROLL CALL ON THE AMENDMENT: Stevens and Heier voted aye. Workman, Schorr and Hudkins voted no. Motion failed.

Workman called the question of the original motion.

ROLL CALL ON THE ORIGINAL MOTION: Heier, Workman, Schorr and Hudkins voted aye. Stevens voted no. Motion carried.

MOTION: Schorr moved and Stevens seconded to review the salary for the Deputy Chief Administrative Officer in six months.

AMENDMENT: Hudkins moved and Workman seconded to amend the motion to include a review of all salaries at mid year.

ROLL CALL ON THE AMENDMENT: Stevens, Heier, Workman, Schorr and Hudkins voted aye. Motion carried.

ROLL CALL ON THE MOTION AS AMENDED: Stevens, Heier, Workman, Schorr and Hudkins voted aye. Motion carried.

Glass said a salary study for Sheriff's Captains indicated that the County is below the market (1.7 percent at the minimum and 5.5 percent at the maximum).

John Cripe, Classification and Pay Manager, recommended setting a salary range of \$56,948 (entry level) and \$72,298 (maximum) for the Sheriff's Captains.

Terry Wagner, Lancaster County Sheriff, appeared and requested that the Captains receive the same benefits package as Sheriff's Deputies.

Differences in vacation and sick leave accrual were noted.

Diane Carlson, Deputy County Attorney, explained that Post Employment Health Plan (PEHP) benefits cannot be equalized, as the contribution rate is different.

MOTION: Workman moved and Schorr seconded to: 1) Set the salary range for Sheriff's Captains at \$56,948 for entry level, up to a maximum of \$72,298; and 2) Ask the Personnel Department to prepare a resolution equating the benefits for the Sheriff's Captains to those of the Deputy Sheriff's Association. Hudkins, Schorr, Workman, Heier and Stevens voted aye. Motion carried.

5 PENDING LITIGATION - Mike Thew, Chief Deputy County Attorney

Mike Thew, Chief Deputy County Attorney, reported on an inheritance tax case and said the personal representative has requested authorization to file a lawsuit in Texas in Lancaster County's name in an effort to collect the taxes. He explained that the County will not incur any costs as a result of the lawsuit and will not be waiving any rights to go against the personal representative in the event that the lawsuit is unsuccessful.

MOTION: Workman moved and Hudkins seconded to authorize Mike Thew, Chief Deputy County Attorney, to allow use of Lancaster County's name in the lawsuit, with the understanding that Lancaster County will not be liable for any legal fees incurred in the collection or waive any rights against the personal representative. Hudkins, Schorr, Workman, Heier and Stevens voted aye. Motion carried.

6 MENTAL HEALTH FUNDING; COMMUNITY BLOOD BANK BUILDING; REPLACEMENT OF BILL BONACKER, PROGRAM MANAGER OF OUTPATIENT SERVICES - Dean Settle, Community Mental Health Center Director

Mental Health Funding

Dean Settle, Community Mental Health Center Director, distributed information regarding mental health funding (Exhibit G).

Community Blood Bank Building

Settle presented a revised operating budget for relocation of the Adams Street Center to the Community Blood Bank Building, 2966 "O" Street (Exhibit H). He said the Adams Street Center has a sufficient revenue stream at the current client level to support the new location. Relocating a day activity program for mentally ill adults from Trinity United Methodist Church, 16th & "A" Street, would provide additional revenue.

Hudkins and Heier expressed concern regarding revenues and the property tax requirement.

Settle said moving and set-up costs were not addressed in the budget. There will also be increased costs for administration if the day activity program is added.

MOTION: Hudkins moved and Workman seconded to: 1) Authorize Don Killeen, County Property Manager, to enter into negotiations for the purchase of the Community Blood Bank Building, 2966 "O" Street, with the understanding that the Adams Street Center facility, 3830 Adams Street, will be sold if the Community Blood Bank Building is purchased; and 2) Direct Dean Settle, Community Mental Health Center Director, to refine moving and set-up costs. Hudkins, Schorr, Workman, Heier and Stevens voted aye. Motion carried.

Replacement of Bill Bonacker, Program Manager of Outpatient Services

Settle reported that Bill Bonacker, Program Manager of Outpatient Services, has resigned his position. He requested authorization to post the position internally.

MOTION: Workman moved and Hudkins seconded to approve the request. Stevens, Heier, Workman, Schorr and Hudkins voted aye. Motion carried.

ADDITIONS TO THE AGENDA

- D. LB 710 (Revise the Nebraska Mental Health Commitment Act) and LB 724 (Adopt the Nebraska Behavioral Health Reform Act and change release provisions for committed persons) (Exhibit B)

Settle gave a brief report on the legislation. He also distributed a list of factors relating to use of Cornhusker Place in the Emergency Protective Custody (EPC) system and Post Commitment Cost Estimate (Exhibit I).

7 SHARED EMPLOYEE FOR ELECTION COMMISSIONER AND CLERK OF THE DISTRICT COURT - Dave Shively, Election Commissioner; Sue Kirkland, Clerk of the District Court

Dave Shively, Election Commissioner, and Sue Kirkland, Clerk of the District Court, presented a proposal to hire a Court Services Clerk that would split time between both departments (Exhibit J).

MOTION: Workman moved and Schorr seconded to approve the position, with the caveat that both agencies contribute to the increased cost through any contingencies in their budget and that the hiring be delayed until mid year. Hudkins, Schorr, Workman, Heier and Stevens voted aye. Motion carried.

8 BUDGET WORKING SESSION (LANCASTER COUNTY AGRICULTURAL SOCIETY, RURAL FIRE DISTRICTS, RAILROAD TRANSPORTATION SAFETY DISTRICT (RTSD) AND RURAL LIBRARY) - Dave Kroeker, Budget and Fiscal Officer

Dave Kroeker, Budget and Fiscal Officer, distributed the following documents (Exhibit K):

- * Lancaster County Allocation of Levy 2002-03 (Certified Values - Excess to Fire Districts)
- * Lancaster County Allocation of Levy 2003-04 (Estimated Values - Reduce Railroad Transportation Safety District)
- * FY03 Tax & Levy Information on Lancaster County Fire Districts (As of 8/21/02 Using Certified Values)
- * FY03 Tax & Levy Information on Lancaster County Fire Districts (As of 8/13/03 Using Estimated Values Not Final)

Charles Willnerd, Lancaster County Agricultural Society President, appeared and gave an overview of the Ag Society's revised capital request (see Exhibit K).

Schorr noted replacement of parking lot poles (\$33,000) and asked whether the Ag Society has sought recourse through the contractor or architect.

Willnerd said the Ag Society is submitting a claim to its insurance company but must pay a \$10,000 deductible under terms of the policy.

In response to a question from Workman, Willnerd said the Lancaster County Event Center is now operating "in the black". He said the Event Center has had a \$19,342,000 economic impact on the community, with a total tax impact of \$8,510,458, to date.

Workman asked whether operation of the facility would be jeopardized if the capital request is not funded.

Willnerd explained that the funds will help the Ag Society to reduce labor costs and ongoing maintenance and will make the facility more attractive to users.

ADDITIONS TO THE AGENDA

- A. Peoples' Health Center

Eagan said the Peoples' Health Center has utilized other sources to purchase dental equipment.

- B. Archer Daniels Midland (ADM) Project Status Report and Job Creation/Retention Report (Exhibit A)

MOTION: Stevens moved and Hudkins seconded to authorize the Chair to sign the Archer Daniels Midland (ADM) Project Status Report and Job Creation/Retention Report for submission to the Nebraska Department of Economic Development. Stevens, Heier, Workman, Schorr and Hudkins voted aye. Motion carried.

- C. Rural Addressing Project

Eagan gave a status report on the Rural Addressing Project.

- E. Transit Summit (Exhibit C)

The Board suggested that Don Thomas, County Engineer, attend the summit.

- F. Meeting with Bryan/LGH Hospital

Eagan said Bryan/LGH Hospital has requested another meeting to discuss relevant issues and has requested the participation of two County Commissioners.

Board consensus was to invite representatives of Bryan/LGH Hospital to meet with the Board at a Staff Meeting instead.

9 ADMINISTRATIVE OFFICER REPORT

- A. Nebraska Association of County Officials (NACO)/Lincoln Convention & Visitors Bureau (CVB) Meeting

Eagan said a meeting was held to discuss how the Lincoln Convention & Visitors Bureau (CVB) can assist with the Annual Convention of the Nebraska Association of County Officials (NACO).

B. Lancaster Leasing Corporation Meeting (August 19, 2003)

The Lancaster Leasing Corporation will meet immediately following the August 19, 2003 Board of Commissioners Meeting.

C. Resolution Supporting Environmental Trust Grant to Purchase Land Adjacent to Pioneers Park

The Board reviewed a draft resolution (see agenda packet).

D. Alltel Easement (Waverly Shop)

Eagan said Alltel Communications has indicated plans to look for an alternative location.

E. Decontamination Tent Demonstration (September 2, 2003)

The Board received an invitation to attend a formal unveiling of the decontamination tents (see agenda packet).

F. City Gasoline Tax

Eagan said the Nebraska Association of County Officials (NACO) has indicated that it will oppose any effort to change the gasoline tax formula and has asked whether Lancaster County plans to take a position on the City's proposal for a \$0.05 gasoline tax.

10 DISCUSSION OF BOARD MEMBER MEETINGS

A. Monthly Meeting with Mayor Seng - Heier, Stevens

Heier and Stevens reported that discussion focused on: 1) Jail interlocal agreement; 2) Appointments to the Planning Commission; and 3) County wheel tax.

B. Officials Committee - Heier, Stevens

Heier and Stevens reported review and approval of: 1) Comprehensive Plan Amendments; 2) Certification of the Transportation Planning Process for the Lincoln Metropolitan Area; 3) FY 2004-2006 and 2007-2009 Transportation Improvement Program (TIP); and 4) Lincoln-Lancaster FY2003-2004 Unified Planning Work Program for Transportation Planning.

C. Parks & Recreation Advisory Board - Schorr

No report.

D. Board of Health - Hudkins

No report.

E. Lancaster County Juvenile Detention Center Advisory Committee -
Heier

No report.

11 ADJOURNMENT

MOTION: Schorr moved and Stevens seconded to adjourn the meeting at 12:12 p.m. Stevens, Heier, Workman, Schorr and Hudkins voted aye. Motion carried.

Bruce Medcalf
Lancaster County Clerk